



Safety Committee Meeting

MINUTES

10/20/10

10:30 AM

1W26

Table with columns: MEETING CALLED BY, TYPE OF MEETING, FACILITATOR, NOTE TAKER, TIMEKEEPER, ATTENDEES. Includes a list of attendees with Name, Title, Telephone Number, and E-Mail.

Carolyn Ricardo

Agenda topics

10:30 AM –10:45 AM SPECIALIZED HIGH SCHOOL EXAM D. FANNING

Table with columns: DISCUSSION, CONCLUSIONS. Content: Mr. Fanning discussed the overcrowding of the neighborhood due to the entrance exam. Mr. Fanning described past experiences with the extremely large crowds on the weekend of the test.

FIRE DRILLS

M. O'HARA

10:45 AM –10:50 AM

Table with columns: DISCUSSION, CONCLUSIONS. Content: Ms. O'Hara discussed the recent outdoor fire drills. Ms. O'Hara stated the problem areas that need to be targeted in future drills and the flow of student traffic.

10:50 AM – 11:00 PM

SCHOOL SAFETY PLAN

M. O'HARA

Table with columns: DISCUSSION, CONCLUSIONS. Content: Ms. O'Hara discussed the pending school safety plan. Fire evacuation drills were discussed and a preliminary set of dates were agreed upon.

11:00 PM –11:15 AM

**VISITORS POLICY**

M. O'HARA

<b>DISCUSSION</b>	Ms. O'Hara discussed the changes to be made in the visitors policy.
<b>CONCLUSIONS</b>	
<p>Ms. O'Hara explained that visitors must sign in at the North East door with a proper school representative. All visitors must have an appointment in order to be let in the building. All visitors must be escorted to and from the north east door and they must wear the proper visitors badge at all times while in the building. Mr. Williams suggested that we set aside a specific date and time prior to the thanksgiving holiday when alumni may enter the building.</p>	